

Parma Town Board meeting held on Tuesday, March 17, 2009 at the  
Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### **ATTENDANCE**

Supervisor	Richard Lemcke
Councilman	Kenneth Blackburn
Councilman	Carm Carmestro
Councilman	James Smith
Councilman	Gary Comardo
Building Inspector	Jack Barton
Recreation Director	Steve Fowler
Highway Supt.	Brian Speer

### **OTHERS IN ATTENDANCE**

Jim Roose, Joseph Varga, Lisa Varga, Austin Wolk, Bruce Barnhart, Jim Christ, Pam Speer, Sarah Warmbrodt, Michael Adams, Dana Ross, Jason Ross, Pat Buskey, Mike Weldon, Sr., Carol Kluth, Kathy Lemcke, Mike Reinschmidt, Elaine Begy, Larry Speer and other members of the public.

### **CALL TO ORDER**

Supervisor Lemcke called the meeting to order at 6:30 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Lemcke noted emergency exit procedures. It was noted that the meeting is being digitally recorded.

### **PUBLIC FORUM**

Supervisor Lemcke asked if there was any citizen present who would like to address the Town Board on any topic not on the agenda.

### **HILTON UNITED LACROSSE**

Joseph Varga from the Hilton United Lacrosse organization requested use of a field area in the Town Hall Park. He explained the organization and their needs. There was discussion on alternatives. Mr. Fowler thought there would be availability of multiuse field space with the school district and this would give them a spot they could call their own. It was felt that this was the avenue to pursue and if they had a conflict for a game Mr. Fowler could be contacted to see if an alternate site could be provided at the Town Hall Park. Mr. Vargas thanked the Town Board for their time.

Supervisor Lemcke asked if there was any other topic a citizen would like to address with the Town Board. There was no response.

### **MINUTES – MARCH 3, 2009**

**RESOLUTION NO. 84-2009** Motion by Councilman Comardo, seconded by  
Councilman Carmestro, to accept the Minutes of the March 3, 2009  
meeting.

Motion carried: Aye 4 Nay 0 Abstain Councilman Blackburn

### **TOWN CLERK REPORT**

A copy of the annual audit for the Spencerport Fire District has been received and is on file in the Clerk's office.

### **2009 & 2010 PAVILION USAGE – OTETIANA COUNCIL BOY SCOUTS**

David Azzario, Cub Scout Program Chairman for the Lighthouse District Otetiana Council, has requested use of the Lions and Burritt pavilions for June 20 & 21, 2009 and June 19 & 20, 2010 for their annual spring Cub Scout Carnival. They have used the park in previous years and will provide updated insurance information. The Town Board was in agreement to allow use of the pavilions for those dates.

Notice was received and posted from the Monroe County Legislature of a 30 Day Notice for Inclusion of Viable Agricultural Lands to Monroe County Agricultural Districts. A copy has been sent to Scott Copey. Correspondence was also received from Emergent Energy Group. They are offering a webinar on wind power on March 25, 2009.

It was also noted that the Hilton Rotary will be holding their annual Easter Egg Hunt at the Town Hall Park on April 11, 2009 at 9:00 a.m. The Town Clerk reported she attended an introduction class on SEQR sponsored by Monroe County Planning and Development. It was very informative.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer thanked the Town Board for use of the Town's van to attend Legislative Day in Albany.

### **AGREEMENT FOR EXPENDITURE OF HIGHWAY MONEYS - 2009**

Supt. Speer provided the agreement for 2009 road work to the Town Board. It provides for \$150,000 for highway repairs; \$95,000 for Spencer Road and \$55,000 for remaining work/repairs on other town roads. There was discussion on the high cost for 1 mile of road and if there were alternatives.

**RESOLUTION NO. 85-2009** Motion by Councilman Comardo, seconded by Councilman Blackburn, to approve the 2009 Agreement of the Expenditure of Highway Moneys for General Repairs in the amount of \$55,000 and Permanent Improvements to Spencer Road not to exceed \$95,000 for 2009.

Motion carried: Aye 4 Nay 1 Voting Nay Supervisor Lemcke

### **LIGHTING SURVEY**

Supt. Speer noted RG&E is updating their list of streetlights in the Town and it was not available at this time. He will have someone identify as many lights as possible which are out. Regarding prior meeting discussion on having a streetlight at Trimmer and Peck Roads, there was discussion on the RG&E charge for having a pole and whether the Town should purchase and maintain. It was not clear what the cost would be from RG&E. Supt. Speer will look into what it would cost to purchase.

Pat Buskey inquired if there were plans for road work on Huffer Road. Supt. Speer noted that this is a County Road and they are aware of the conditions. He indicated they were exploring possible solutions.

Councilman Carmestro questioned whether \$3,500 of work done on the 2009 MACK truck should be under warranty. Supt. Speer responded that the truck was purchased off the lot at a savings of \$11,000. The repairs were made to correct problems with high fuel usage and a speed issue.

Councilman Smith asked if there will be any work done on North Avenue. He noted some patching had been done but was concerned about the road going another year. Supt. Speer noted the State is aware and it is hoped that this might be a project considered for Federal stimulus dollars. There was discussion on local municipalities not receiving stimulus monies directly and Supt. Speer was not sure how stimulus money would be applied at the State level.

### **RECREATION DEPARTMENT REPORT**

Mr. Fowler reported the 2009 Spring Recreation brochure has gone out and registration started last Monday. They have had 400 registrations so far with 39 registrants using the credit card option and 35 using the online capability.

The department is testing a Xerox multifunctional printer for use by the department. Mr. Fowler hopes that changing to this printer will result in a cost savings for the department and be more eco-friendly. If this printer is selected, he expects that a lease with a buyout at the end would be possible in the scope of this year's budget.

Mr. Fowler reported that Shannon Balbi had passed her Civil Service exam. He will be researching a concern as to her reach ability, discuss the process with the Hilton Parma Recreation and Parks Commission and have a recommendation to the Town Board for the April 7<sup>th</sup> meeting.

Mr. Fowler also reported that the AARP tax preparation assistance program is well underway, has appointments scheduled through April 14<sup>th</sup> and will do approximately 300 returns this year. This is up from the number last year.

He reminded everyone of the Senior Center 25<sup>th</sup> Anniversary Dinner is April 17, 2009. It is expected to be a sellout. He provided 2 photos of Hilton Senior Center participants he thought might be of interest. The first from 1990 and the second from 2009 include 6 participants that are in both photos.

### **PARKS DEPARTMENT**

Mr. Petricone reported shingles came off the roof at the Historical Building during the most recent wind storm. He noted that he will get pricing for metal and asphalt replacement for the VFW and the Historical building. He also reported that a light pole was lost during that storm. Power will be disconnected to that section until such time that a truck can get to the pole to make repairs.

Mr. Petricone reported the Town of Richmond will be disposing of steel skate ramps. They have decided to close their skate park and will be classifying the ramps as surplus for disposal. The Town will have the opportunity to obtain and would have to transport them to our Town Park. Mr. Petricone will need to ascertain the condition of the ramps before a final decision is made.

The Park Foreman reported the following miscellaneous items: there will be a cleanup in the Park by the Boy Scouts and plans are in the works for a cleanup at Bogus Point by the Girls Scouts, the hot water heater had to be replaced at the VFW, prices are being obtained for resurfacing of courts, phone wiring has been installed in the warming hut, and a report was filed with the Monroe County Sheriff's Department regarding signage stolen from the Parma Center Road access to the park.

There was discussion on quotes for soffit and fascia repair on the maintenance building. Mr. Petricone was asked to bring the quotes to the next meeting.

Supervisor Lemcke reported that an Eagle Scout project has been proposed for constructing another pavilion at the back of the Park south of the flagpole along the

hedgerow. He informed them it should match what we have now and could be bigger. The stone and concrete work would be provided by the Town. Another proposed Eagle Scout project is for a dedicated park/garden area as you come in the Parma Road entrance on the east side of the park road. This area would be dedicated as a memorial for Town employees that have passed on and for memorials to others when requested.

## **BUILDING DEPARTMENT REPORT**

Mr. Barton reported that he and Mr. Prince are attending Code Officers training this week. This is part of the 24 hours of in-service training required by New York State.

### **COURT ADDITION**

Mr. Barton received the third quote for asbestos abatement in the court office. The quotes range from \$5,400 to just under \$13,000. The difference in pricing appears to be related to the amount of time needed based on the number of people to be used during the process. There was discussion on where staff will work during the abatement and whether the abatement would be done at the same time as the addition. Mr. Barton expects to have bid specs for the addition by the end of the month.

## **BUSINESS ITEMS**

### **SOCCER CAMP**

A letter was received from the Hilton Heat Soccer Club requesting permission to host a day camp to be provided by Doug Miller Soccer on the soccer fields for one week this summer. Times and a date has not been determined. There was discussion on having a for profit entity using the park, possible dates, maintenance for those fields, what will happen if the weather is bad (rain, heat) and the benefits of offering this type of program to keep youth engaged in positive and healthy activities. There was disagreement on whether the fields could handle more use. It was generally felt that more information was needed.

### **HIGHWAY SALARIES – PART TIME CLERK WAGES**

A request was previously received from the Highway Superintendent to transfer funds for part time clerk wages in the Highway Department from the A Fund to the DA fund. This was prompted by this staff being considered administrative rather than highway employees. There was discussion. Funds have already been budgeted for in the DA Fund for this expense.

**RESOLUTION NO. 86-2009** Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to not make a transfer from A Fund to DA Fund for the payment of Part Time Clerk wages.

Motion carried: Aye 5 Nay 0

### **HIGHWAY CELL PHONES**

Supervisor Lemcke asked Supt. Speer for his thoughts on the Highway perspective regarding the cell phones. Supt. Speer explained his position for having phones and the number he feels is needed. He felt he had not been consulted; he was well within the law and has the right to decide what should be spent to run his department. He felt cell phones promote efficiency and more than pay for themselves. Supervisor Lemcke noted that during budget discussions the Town Board agreed to budget funds that would be sufficient to cover 2 cell phones; one for the Highway Superintendent and a second for

the Foreman during the summer and the night watch person in the winter. He questioned why Supt. Speer did not make his case at budget time. There was considerable discussion on the purchase of additional phones by the Highway Superintendent the week following the budget discussions and the actions which followed to have the phones cancelled, reestablished and whose authority it is to stop usage, abuses of cell phones in the Highway Department, the expectation that the Town Board set an amount for this use in the budget and it not being adhered to. Discussion continued. Supervisor Lemcke reviewed the status with Sprint.

**RESOLUTION NO. 87-2009** Motion by Supervisor Lemcke, seconded by Councilman Comardo, to stay with 2 Verizon cell phones for the Highway Department as budgeted in the 2009 Budget.

Motion carried: Aye 4 Nay 1 Voting Nay Councilman Blackburn

**MISCELLANEOUS**

**BUDGET TRANSFERS**

TRANSFERS TO BUDGET

Mar-09

ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
	B SURPLUS	23,074.26	DBO550.5130.210.00	EQUIPMENT	23,074.26	SPEER
	A SURPLUS	33,300.00	DAO550.5110.410.00	SALT	33,300.00	SPEER

**RESOLUTION NO. 88-2009** Motion by Councilman Smith, seconded by Councilman Comardo, to approve the Budget Transfers as submitted.

Motion carried: Aye 4 Nay 1 Voting Nay Supervisor Lemcke

**INFORMATION ITEMS**

**TOWN PARK SOIL SAMPLES**

Supervisor Lemcke reported that Chatfield Engineers had been out to obtain soil samples which were to be sent to Paradigm Environmental Services for arsenic testing. Mr. Petricone explained that that earlier today two samples were taken from the center of the stockpiled dirt at the back of the park off Parma Center Road by the representative from Chatfield Engineers; one from the top approximately one foot down and another from the side a little over one foot into the pile. This should provide a sample from the Town's dirt and the soil from the fire department.

**COURT ADDITION**

Mr. Barton reiterated from previous discussion that he expected Scott Fisk would have the package for the court addition ready about the 1<sup>st</sup> of April and hopes to have something to present to the Board for the next meeting.

**HIGHWAY BOILER ROOM**

Supt. Speer reported the corrections had been made. He was not aware that there had been a problem or that an inspection had been made.

**ID BADGES**

Supervisor Lemcke noted that ID badges have started to be issued. It was felt that plastic pouches and lanyards could be purchased. It was clarified that all employees in all

departments and members of committees and boards would have IDs. Ms. Aprilano will be crossed trained to provide the ID badges.

### **APPELLATE DIVISION**

Supervisor Lemcke reported the attorney has received the Scheduling Order from the Appellate that the appeal for the annexation brief is due March 25<sup>th</sup> and the oral argument will be scheduled between September 8<sup>th</sup> and 18<sup>th</sup>.

### **MISCELLANEOUS**

#### **CONSOLIDATION OF ASSESSOR SERVICES BETWEEN THE TOWNS OF HAMLIN AND PARMA**

Supervisor Lemcke reported the Town of Hamlin's Assessor will retire at the end of next month and he has had discussions with the Hamlin Supervisor and our Assessor. Although the Town of Hamlin was aware that a retirement was coming they had not expected it until later in the year. Don Wells, Parma Assessor, explained how a possible consolidation of assessing services would be accomplished. He noted there had been informal discussions in the past about combining the positions and the cost benefit to taxpayers if and when the Hamlin Assessor retired. The Town of Hamlin is currently going through a town wide reassessment to bring them to full market value. The reassessment is being completely done by an outside consultant, GAR Associates. When completed, it will then be a matter of maintaining the roll. New York State has been promoting consolidation of services and many assessors are assessing for multiple Towns throughout the state.

A shared services agreement is proposed that would include employee status for the Parma Assessor position at a salary of \$30,000 and a Hamlin Assessor position which would be contracted out to the Parma Assessor for a salary of \$30,000 with benefits to be paid by Parma. The Assistant Assessor position in Parma would have increased workload responsibilities and be compensated at a salary of \$27,300. The seasonal Clerk in Parma would continue for 10 weeks during the summer. A full time Clerk position in Hamlin would be continued. That person's salary and benefits would be paid for by Hamlin. A savings of \$19,387 is expected: \$7,699 in Parma and \$11,688 in Hamlin. There are also potential aid benefits depending on how the consolidation is structured. An additional advantage to the cost savings would be the promotion of consistency in assessments between the Towns.

Mr. Wells would split his time based on the specific needs within each town. A possibility for how it might work is an alternating 3/2 day work week where Mr. Wells would work in Parma 3 days and Hamlin 2 days and the next week 3 days in Hamlin and 2 days in Parma. There was discussion on the increased volume of work for the Parma Assessor and the Assistant Assessor. It was also noted that the current Hamlin Town Board is on board with consolidating. Concern was expressed that if Hamlin's Town Board view was to change what would be the impact on Mr. Wells. Discussion followed on appointments of Assessors across the state are at the same time and for 6 year terms. Mr. Wells felt he understood the situation, has consulted several sources and felt he was willing to put in the time it would take to get the job done. It was noted that Parma staff would go back to the current status should there be a change in how Hamlin would like to proceed in the future. A shared services agreement would be drawn up by attorneys for both Towns. There was discussion on approving the idea and not having an actual agreement to review at this time.

**RESOLUTION NO. 89-2009** Motion by Supervisor Lemcke, seconded by Councilman Smith, to enter into a shared services agreement with the Town of Hamlin to provide an Assessor and associated services to the Town of Hamlin for the sum of \$30,000.

Motion carried: Aye 5 Nay 0

**COMPENSATION - ASSISTANT ASSESSOR**

**RESOLUTION NO. 90-2009** Motion by Supervisor Lemcke, seconded by Councilman Comardo, to increase the wage of the Assistant Assessor to an annual amount of \$27,300 and to be prorated for the remainder of this year.

Motion carried: Aye 5 Nay 0

**BIDS FOR DISPOSAL OF 1994 FORD F150 PICKUP TRUCK**

Supt. Speer reported that no bids were received to purchase the 1994 Ford F150 pick up truck. The Town Board was in agreement that the Highway Superintendent should dispose of the truck.

**2009 FORD F150 PICKUP TRUCK**

A decision on where funds for the payment of the 2009 Ford F150 pick up truck should come from had been postponed from the last meeting because Supt. Speer and Councilman Blackburn were not in attendance.

**RESOLUTION NO. 91-2009** Motion by Councilman Smith, seconded by Councilman Comardo, to transfer \$19,629.97 from B Surplus for payment of the 2009 Ford F150 Pickup Truck.

Motion carried: Aye 3 Nay 2 Voting Nay Supervisor Lemcke  
Councilman Carmestro

**HILTON WALK FOR EDUCATION**

The Hilton Education Foundation has requested the services of the Special Police for their Hilton Walk for Education which will take place on May 30, 2009. The Town Board was in agreement to have the Special Police provide services.

**2009 TOWN ASSESSMENT UPDATES**

Each year the Assessor reevaluates properties in the Town based on the prior year's market values. These updates are always one year behind. It is estimated that increases would be 5-8% if the Town were to be updated this year. Mr. Wells has researched the impact with Steve Lauzze, the State representative for the Office of Real Property Tax Services, and Dave Miller, the Town's assessment representative.

It was proposed that in light of the economic conditions, consideration should be given to delaying this year's update. An estimated net loss of \$70,000 to \$90,000 would result from lost state aid, loss of increased assessed values and savings the Town would realize a savings of roughly \$7,000 by not doing the updates this year. It was noted that it is important that the Town not let property assessments fall to far below the market conditions so that fairness is maintained and that we plan to re-assess the following year. The estimated cost to get back into the 2010 annual reassessment program was estimated to be in the \$7,000 to \$12,000 range. There was discussion on if we would be hitting property owners harder next year and how the decrease in revenue could be dealt with at budget time. Mr. Wells noted that the trend factor provided by the state was estimated to increase 2% for this year and it was expected to stay the same for next year. There was further discussion, opinions and viewpoints expressed. An additional impact of not updating will be that it places the burden on the taxing entity rather than increasing revenue by assessment increases. The impact on next year's budget surfaced as the

primary concern. Mr. Wells is seeking direction from the Town Board for how to proceed.

**RESOLUTION NO. 92-2009** Motion by Supervisor Lemcke, seconded by Councilman Carmestro, to not go forward with property reassessment for 2009 in the Town of Parma.

Roll Call Vote:	Councilman Comardo	Nay
	Councilman Smith	Aye
	Councilman Carmestro	Aye
	Councilman Blackburn	Nay
	Supervisor Lemcke	Aye

Motion carried: Aye 3 Nay 2

### **BICENTENNIAL REPORT**

Councilman Smith reported the Bicentennial Parade is on track for June 20, 2009. The Gazebo Band will play immediately following at the Community Center. A variety antique vehicles and horse drawn carriages will be in the parade and arrangements have been made for them to be on display after the parade. There was some question on who would be providing food after the parade. Councilman Carmestro will check with the Chamber and be in touch with Councilman Smith.

The 200<sup>th</sup> Anniversary of the first Town Board meeting (the first Tuesday in April of 1809) will be commemorated at the next Town Board meeting (the first Tuesday in April of 2009) with guests dressed in period clothing and presentation of a proclamation.

Plans are being renegotiated with Barilla regarding a pasta dinner.

### **LIAISON REPORTS**

\*\*Councilman Smith reported Mr. Fritz is following up on no occupancy issues. Inspection procedures are being challenged by a property owner who has had issues in the past.

\*\*Councilman Comardo reported that Steve Fowler, Councilman Carmestro, Tod Edenhofer the Special Police Chief and he attended a Village Board sponsored meeting with the Sheriff's Department and Village residents to come up with ideas for how to address vandalism and recurring problems with youth that are occurring in the Village. The Special Police will pitch in with patrols and monitoring of the involved neighborhoods and the Recreation Department will continue to provide a variety of alternatives for youths.

Village Trustee Speer expressed the Village's appreciation for what has already been done. In particular, he thanked Dan Silvestro, Dan Coco and Randy Mousaw for the time they have spent going door to door gathering information and assessing first hand what residents are dealing with. Mr. Fowler noted that the incidents were not unique to just one neighborhood and cited what had happened in a different neighborhood the night of the meeting. Councilman Carmestro noted a Neighborhood Watch is being looked at and was pleased to see a more aggressive proactive approach to dealing with the problem. Councilman Comardo noted that a series of programs were offered through the Recreation Department during the February recess. He noted that the fees charged covered all the expenses and it was a good investment for keeping kids busy instead of causing trouble.

\*\*Councilman Carmestro reported the Parks Department is busy addressing issues and will have items to present to the Town Board in the future. The Fire Department will move on April 4<sup>th</sup> and a test run will be done next week.

\*\*Councilman Blackburn reported that Dog Control will have a couple of issues coming before the court.

### **WARRANTS**

**RESOLUTION NO. 93-2009** Motion by Councilman Comardo, seconded by Councilman Carmestro, to approve payment of the Warrant with corrections to the totals for the DAO and DBO resulting from the approved budget transfers in Resolution No. 88-2009 transferring \$23,074.76. The correct amounts for all Fund Totals are:

FUND TOTALS			
AOO	General Fund	\$	72,292.26
BOO	Part Town	\$	1,930.54
DAO	Highway, Townwide	\$	79,628.75
DBO	Highway, Part Town	\$	24,121.88
HCO	Park Lighting Capital Pr.	\$	1,250.20
SL2	Country Village Lighting	\$	508.65
TAO	Trust & Agency	\$	753.41
GRAND TOTAL:			\$ 180,485.69

Motion carried: Aye 5 Nay 0

### **ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 94-2009** Motion by Councilman Comardo, seconded by Councilman Carmestro to enter into Executive Session to discuss a workplace violence issue pertaining to a particular employee and a matter leading to possible discipline of particular employees.

Motion carried: Aye 5 Nay 0

The Board entered into executive session at 8:52 p.m.

### **CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 95-2009** Motion by Supervisor Lemcke, seconded by Councilman Comardo, to close the Executive Session at 9:37 p.m. and return to regular session.

Motion carried: Aye 5 Nay 0

Upon coming out of Executive Session, Supervisor Lemcke requested that the wording for entering into executive session reflect a workplace violence issue regarding a particular employee. (Clerk notation: this adjustment has been made.)

### **AUDIT HIGHWAY PAYROLL RECORDS**

There was discussion on whether to retain the services of Raymond C. Wager, CPA firm to review and render an opinion on Highway Department payroll records. The information would be provided directly to the Town Board to address any issues or discrepancies.

**RESOLUTION NO. 96-2009** Motion by Supervisor Lemcke, seconded by Councilman Comardo, to authorize an audit of the Highway Department payroll records by Raymond C. Wager, CPA for an amount not to exceed

\$2,500. The results of their findings will be provided directly to the Town Board.

Motion carried: Aye 4 Nay 1

Voting Nay: Councilman Blackburn

There being no further business before the Town Board, Councilman Smith made a motion to adjourn the meeting at 9:44 p.m., seconded by Supervisor Lemcke.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk